

Loudoun County Business and Employment Plan

1. Loudoun County designates as its Local Business and Employment Project Area the boundaries of Loudoun County.
2. Loudoun County, its contractors, and designated third parties shall in utilizing Neighborhood Stabilization Program (NSP) funds utilize businesses and lower income residents of the Project Area in carrying out all activities, to the greatest extent feasible.
3. In awarding contracts for work and for procurement of materials, equipment or services for the NSP program, Loudoun County, its contractors, and designated third parties shall take the following steps to utilize businesses which are located in or owned in substantial part by persons residing in the Project Area:
 - (a) Loudoun County shall ascertain what work and procurements are likely to take place through the NSP Funds.
 - (b) Loudoun County shall ascertain through various and appropriate sources including:

Loudoun Times Mirror

the business concerns within the Project Area which are likely to provide materials, equipment and services which will be utilized in the activities funded through NSP

- (c) The identified business concerns shall be made aware of opportunities to submit bids, quotes or proposals for work or procurement contracts which utilize NSP funds.
 - (d) To the greatest extent feasible the identified business and any other project area business concerns shall be utilized in activities which are funded by NSP.
4. In the utilization of trainees or employees for activities funded through NSP, Loudoun County, its contractors and designated third parties shall take the following steps to utilize lower income persons residing in the Project Area.
 - (a) Loudoun County in consultation with its contractors (including design professionals) shall ascertain the types and number of positions for both

trainees and employees which are likely to be utilized during the project funded by NSP.

- (b) Loudoun County shall advertise through the following sources:

Loudoun Times Mirror

the availability of such positions with the information on how to apply.

- (c) Loudoun County, its contractors, and designated third parties shall be required to maintain a record of inquiries and applications by project area residents who respond to advertisements, and shall maintain a record of the status of such inquiries and applications.
- (d) To the greatest extent feasible, Loudoun County, its contractors, and designated third parties shall utilize lower income project area residents in filling training and employment positions necessary for implementing activities funded by NSP.
5. In order to ascertain substantial compliance with the above affirmative actions and Section 3 of the Housing and Community Development Act of 1968, Loudoun County shall keep, and require to be kept by contractors and designated third parties, listings of all persons employed and all procurements made through the implementation of activities funded by NSP. Such listings shall be completed and shall be verified by site visits and interviews, crosschecking of payroll reports and invoices, and through audits if necessary.

